



LOUISBURG PARK BOARD MEETING MINUTES

Monday, February 9, 2015

The Park Board of Louisburg, Kansas met at 6:30 p.m. in the City Hall Council Chambers with Bob Bazin presiding.

ATTENDANCE

Board Chairperson: Bob Bazin

Board Members: Jack Kline, Lonnie Kuntz

City Administrator: Rita Cassida (Representing)

City Council: Jean Carder

Recording Secretary: Rusty Whitham

Visitors: Cindy Apple, Jon Clayton, Shawn Percy and Richard Harris

Item 1: Adoption of Agenda

A motion was made by Lonnie Kuntz to approve the agenda. The motion was seconded by Jack Kline. Motion carried 3-0.

Item 2: Approval of minutes

A motion was made by Jack Kline to approve the minutes from the January 12, 2015 Park Board meetings. The motion was seconded by Lonnie Kuntz. Motion carried 3-0.

Item 3: Public Comment

None

BUSSINESS ITEMS

Item 4: Discussion with Jon Clayton (Faith Chapel) concerning the Adopt-A-Park Program and a church service project that would include work within the park system.

Chairperson Bob Bazin began the discussion by asking if Jon Clayton was present. Clayton replied yes and he began to explain his request. Clayton is representing the Faith Chapel located at 840 North Metcalf Road. Clayton stated that his church group is interested in doing a service project within the park system on March 21st. Clayton mentioned that he had talked to the Mayor Thompson, and he was informed that the Park Board had recently created a list of items that need to be done within the parks system. Clayton suggested that his group is willing to donate their time to clean and perform general maintenance in a few of the City Parks for a day. The hours of work would be between 9am-4pm. He has several families interested in volunteering their time to work. Clayton asked the Board what park needs the most work done at this time.

Chairperson Bazin asked what types of work are you interested in doing. Clayton replied painting, cleanup, and general maintenance. Bazin explained that, due to their complexities there are some items on the list that should be done exclusively by the City. The list needs to be tailored to fit particular volunteer groups. After some additional discussion Chairperson Bazin asked if the Board can review their list of items and get back with Clayton. Clayton replied, that would not be a problem. Chairperson Bazin and Clayton exchanged contact information. Bazin will contact Clayton with a comprehensive list of work that can be accomplished by the Faith Chapel volunteer group.

Jean Carder asked how many volunteers they expect to participate in this project. Clayton replied 25-30. Carder then asked if the volunteers were going to be adults. Clayton replied mostly families. Some kids will be involved.

Chairperson Bazin asked if the group would have any objections to working in more than one park. Clayton replied no. Jack Kline stated that someone will get back with Clayton by the last week of February.

No further discussion occurred concerning this topic.

Item 5: Discussion with Shawn Percy (Kansas Diesel Crew) concerning a proposed tractor pull

Chairperson Bob Bazin began the discussion by asking if Shawn Percy was present. Percy replied yes and approached the podium with Richard Harris to explain their request. Percy is representing Kansas Diesel Crew (Truck Enthusiasts). They would like to hold a sled pull on April 18, 2015 in L/Y Park. The tractor pull area is there selected location in the park for this event. Percy explained that Richard Harris's 4 year old daughter has terminal brain cancer. He mentioned that all proceeds from the event will go towards her care. He also suggested that other children with illnesses may benefit from this event.

Percy explained that he has contacted the American Legion. The Legion directed Percy to towards the Parks Board for approval. Percy understands that the City owns the tractor pull area, while the American Legion owns the lighting system and bleachers around it.

Percy then read a list of action items that are mostly in coordination or in work. See exhibit "A".

Chairperson Bazin mentioned that he discussed this request with the American Legion earlier in the day. Bazin confirmed that the City owns the property that the pull area is located on and the Legion owns the assets around it. He also clarified that the City cannot approve the use of American Legion assets. Bazin suggested that the Requester obtain written permission from the American Legion to use their equipment. Bazin also emphasized the requirement for insurance and he believes that they are required to have a million dollar policy. Percy acknowledged the insurance requirement.

Bazin then addressed the City's alcohol policy. Rita Cassida and Jean Carder mentioned that the Governing Body shall review all alcohol requests in the park system. See Chapter XII, Item 12-114 of City Code.

"No person shall possess consume, or drink any beverage containing any alcoholic content within the boundaries of any park facility, provided that the Governing Body may by a resolution passed by a majority of the Governing Body approve an exception to this section. The specific terms of such exception shall be set forth in said resolution."

Chairperson Bazin expressed concern with parking for the event. Bazin mentioned the field located to the east of the pull area is contracted for hay and will not be available for parking. Bazin mentioned that he will contact with the farmer to confirm possible parking locations around the pull area.

Jean Carder mentioned that there may be soccer events and traffic going on same day as the proposed Pull Event. Rita Cassida also mentioned that soccer club uses the practice field on the west side of the pull area. She is concerned that the fields may be damaged if the ground is wet if used for parking.

Rita Cassida asked if the Kansas Diesel Crew is Non-Profit 501c3 organization. Percy replied no.

Jack Kline asked if there is a rain date. Percy replied May 2nd. Bazin suggested that the applicant identify the rain date on the Special Event application to the City Council.

A motion was made by Jack Kline to approve a Sled Pull event sponsored by the Kansas Diesel Crew on April 18, 2015 in L/Y Park with the following stipulations:

1. The Requester shall submit a completed Special Event Request to the City Council.
2. The Requester shall obtain required insurance and provide proof of insurance prior to the event.
3. The Requester shall obtain written permission from the American Legion approving the use of their assets.
4. Ensure that the proper numbers of porta-potties are available for the event.
5. Establish an approved parking plan for the event.
6. Ensure that all trash is removed from area after the event.
7. Comply with all other stipulations that the City Council recommends.

The motion was seconded by Lonnie Kuntz and passed 3-0. This topic with recommendation will be forwarded to the City Council for further discussion and possible action.

Item 6: Discussion Concerning Bi-Laws

Further research is required. This item will be discussed at a later date. Rusty Whitham provided a sample copy of By-Laws written by the City of Wylie to all Board members for review.

Item 7: OLD BUSINESS:

Jean Carder mentioned that the City Council was very appreciative for the list of repair items that need to be done in the City parks. This list was compiled and provided to the Governing Body by the Park Board.

Carder also stated that the City Council did pass the recommendations made by the Park Board concerning:

- Fee Structure for campers in L/Y Park.
- L/Y Park Baseball/Softball field scheduling priority.

Chairperson Bazin asked if the Park Board can get budget information from the City Council for the Park System. Jean Carder mentioned that she will query the Governing Body and get back with the Park Board. Bazin stated that the Park Board would like to have more input concerning spending. Bazin suggested that the Park Board be budgeted up to \$1500 for clean-up and maintenance to the park.

Item 8: REPORTS:

Cindy Apple (Representing LARA) discussed LARA improvements that are in the works at L/Y Park. A discussion about the press box on field "C" occurred. The press box may present a safety hazard. Removal of the press box was mentioned. It was determined that the school be consulted prior to removing the press box.

.

Item 9: ADJOURNMENT:

A motion was made by Lonnie Kuntz to adjourn the meeting. The motion was seconded by Jack Kline. Motion carried 3-0. Meeting adjourned at 7:25 p.m.

The next meeting will be held on March 9, 2015 at 6:30 p.m.

Submitted by Rusty Whitham
Recording Secretary